

## ***CIO Council Meeting Minutes***

**August 26, 2004**

The August meeting was held at the Grimes Building Conference Room from 1:00 – 3:00 p.m.

1. **Welcome and Introductions** – Judy Peters welcomed everyone to the meeting and asked everyone to introduce themselves.
2. **CIO Subcommittee Discussion** – Information about the four CIO Council subcommittees and the proposed membership for each was distributed. Lesa Quinn volunteered to serve on both the Security and Continuity of Operations and the Strategic Planning and Architecture subcommittees. Julie Noland volunteered to switch from the Security and Continuity of Operations subcommittee to Communications. The subcommittees are asked to meet before the September CIO Council meeting and report back to the group at that meeting.
3. **ICN Update**
  - The ITTC is working with video rates for FY06. The ICN Web site has information about the three proposals that will be discussed at the September 16 ITTC meeting. The proposals are for increases of 3%, 5%, or 10%. Email comments to Mike Bacino and he will see that they are considered. Oral testimony will be accepted at the September 16 ITTC meeting.
  - ICN, DHS, and the Iowa Medicaid Enterprise are implementing a voice over Internet protocol (VoIP) for the Iowa Medicaid Enterprise facility. There are 350 stations in this project. Contact Phil Groner for more information about VoIP.
4. **DAS Update**
  - DAS expects estimates from the architect for the disaster recovery site at JFHQ next week. Contact Lorrie Tritch to reserve space formally.
  - ITE is working on a project to upgrade the data center and reorganize data center space in Hoover.
  - There are lowAccess funds available. ITE encourages applications for those funds.
  - There are performance issues with the mainframe. A software patch and IPL will happen this weekend unless something needs to be done sooner.
  - In response to a question, ITE is not pushing the installation of SP2 for XP at this point, until Microsoft resolves more of the outstanding issues.
  - The ITC will be meeting Monday to consider requests and hear presentations for Pooled Technology money.

- The standards groups for survey software and forms will be making recommendations soon.

**5. Coeur Group/Enterprise Infrastructure and Personnel Assessment**

Interviews have been on-going. Thirty-one departments participated in the CIO Workshops this week. CIO Council members will be receiving a form asking for more input about collaborative efforts and technical staff sharing that is occurring now and may not have been captured in the process so far. Next month, the perception survey results and benchmarks with other states. In October, scenarios will be developed. Mike Trausch of Coeur Group will be setting up some CFO visits to discuss federal cost allocation and other funding issues. The calendar for those CFO visits will be sent out next week.

**6. Continuity of Operations-Continuity of Government**

A contractor has been hired and a kickoff meeting was held recently for the COOP-COG project. System Planning Corp from Alexandria, VA, is the consultant for the project and has a 12-month contract. The goal is to have enterprise and department level plans in place at the end of the contract. Departments should expect a survey probably at the end of next week and department interviews in September and October. Contact AJ Mumm if your agency would like to review its Y2K business continuity plans.

**7. lowAccess e-Government Study**

ITE and ISU are doing study of e-Government. While the study is mostly a demand study and will be surveying citizens and businesses in the state, CIOs and agencies can help by completing a supply-side survey of what e-government services are currently offered or are anticipated in the next three to five years. The final report from this study will go to the lowAccess Council and it is anticipated that the report will be available to agencies for planning and funding purposes. A survey request will come from Mollie Anderson and probably be addressed to the department directors with a copy to the CIOs. The survey should be coming out soon.

**8. ITQ and Purchasing Update**

Ken Discher and Joe Finnegan gave an update on the ITQ process and how it can help to make purchasing easier.

**The Next CIO Council meeting is scheduled for September 30, 2004 from 1:00 – 3:00 p.m. at the Grimes Building first floor North Conference Room.**

Attendees of the August 26, 2004 CIO Meeting
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<b>Last Name</b>	<b>First Name</b>	<b>Department</b>
Anderson	Kay	IDALS
Anthony	Dale	IDPH
Davis	Harry	SOS
Gast	Steve	DOT
Grund	Larry	DPS
Hellstern	Robert	IVH
Jacobs	Richard	IDRF
McLaughlin	Tim	DIA
Messer	Adam	CSAC
Munson	Margaret	IUB
Murphy	Larry	Judicial
Naples	JoAnn	DNR
Nicoll	Steve	DVRS
Noland	Julie	IFA
Paeth	Peter	ILEA
Peters	Judy	IWD
Pothast	Ron	ICRC
Quinn	Lesa	DPD
Roeder-Grubb	Laura	Human Rights
Schwartz	Leon	IPERS
Tack	Lee	Education
Weuve	Delon	Auditor's Office

***Others Present***

<b>Last Name</b>	<b>First Name</b>	<b>Department</b>
Peterson	Mark	Coeur Group
Day	Jim	DAS
Discher	Ken	DAS
Fay	Greg	DAS
Gillispie	John	DAS
Rozinek	Russ	DAS
Stratemeyer	Carol	DAS
Finnegan	Joe	DHS
Bacino	Mike	ICN
Groner	Phil	ICN
Chen	Yu-Che	ISU – MPA
Olson	Sue	ISU – Political Science